



DEPARTMENT OF LABOR

DIVISION OF INDUSTRIAL SAFETY & HEALTH
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**57th Annual
Kansas Safety &
Health Conference**



**57th Annual
Kansas Safety &
Health Conference**

**October 3 - 6, 2006
Capitol Plaza Hotel – Topeka, Kansas**



Sponsored by:
Kansas Department of Labor

Endorsed by:
Kansas Hospital Association
Kansas Self-Insurers Association



*Conference and
Registration Information
is Available on Pages 6, 7 & 8*

DAY ONE - Tuesday, October 3

7:00 a.m.	Registration	
7:30 a.m.	Continental Breakfast	
7:50 a.m.	Welcome Pat Bush , Safety Director, Westar – Topeka, KS	
	Presentation of Colors Topeka High Marine ROTC – Topeka, KS	
8:00 a.m. 90 min.	General Session <i>Being the Best When Your Own Life Depends On It</i> Story Musgrave , Retired NASA Astronaut – Orlando, FL	
9:30 a.m.	Break	
10:00 a.m. 50 min.	Workshops	
→	<u>Boiler Track</u> <i>Propane Safety and Compliance</i> Terry Boyer , President, Boyer Safety Services – Basehor, KS	<u>Residential Construction Industry</u> Steve Lolley , Program Consultant II, Kansas Department of Labor, Industrial Safety and Health – Topeka, KS
→	<u>Fire/Public Sector Track</u> <i>Understanding Differences in Safety Perceptions Among Hispanic Workers</i> Diana Mansouri , Sedgwick County – Wichita, KS Jorge DeLaTorre , Supervisor, Safety Trainer, Sedgwick County Highway Department – Wichita, KS	→ <u>Fire/Public Sector Track</u> <i>Hodge Podge of Environmental Topics</i> Jo Sanders , Environmental Project Manager, Sedgwick County – Wichita, KS
→	<u>Industrial Hygiene Track</u> <i>The Washington Buzz – What's Happening with OH&S Issues?</i> Aaron Trippler , Director, Government Affairs, American Industrial Hygiene Association – Fairfax, VA	→ <u>Industrial Hygiene Track</u> <i>Preparing Your Company for the Next Disaster</i> Shawn J. Adams , EdD, Assistant Professor, Pittsburg State University – Carthage, MO
→	<u>Management Track</u> <i>Communicating to Improve Organizational Effectiveness</i> Joann Keyton , Ph.D, University of Kansas – Lawrence, KS	→ <u>Management Track</u> <i>The Supervisors Safety Responsibilities</i> James Kahlfeldt , Senior Loss Prevention Consultant, Liberty Mutual Insurance – Overland Park, KS
→	<u>Medical Track</u> <i>Identifying and Overcoming Barriers to Recovery After Injuries Sustained at Work</i> Dr. Dale Garrett , MD, MPH, Occupational Health Physician, Stormont Vail Workcare – Topeka, KS	→ <u>Medical Track</u> <i>The Advantages of Implementing an Onsite Therapy Program</i> Jeff Weeks , OTR/L, CEAS, Director ARCOS, Athletic & Rehabilitation Center Onsite Services – Shawnee, KS
→	<u>Safety Track</u> <i>Recognition and Avoidance of Hazards in the</i>	→ <u>Safety Track</u> <i>Recognition and Avoidance of Hazards in the Residential Construction Industry (Continued)</i> Steve Lolley , Program Consultant II, Kansas Department of Labor, Industrial Safety and Health – Topeka, KS
		12:00 p.m. 90 min.
		Conference Luncheon – Awards and Recognition Jim Garner , Secretary, Kansas Department of Labor (KDOL) – Topeka, KS
		Performance by Seaman Show Choir, Seaman High School – Topeka, KS.
		1:30 p.m. 60 min.
		Workshops
		→ <u>Boiler Track</u> <i>Manually Operated Valves – Their Uses and Applications</i> Chuck Falkenberg , Owner/Manufacturers Representative, Hebco, Inc. – Overland Park, KS
		→ <u>Fire/Public Sector Track</u> <i>Fatal Entertainment (Night Club Fires)</i> Tim Millspaugh , Fire Marshal, Sedgwick County Fire Department – Wichita, KS
		→ <u>Industrial Hygiene Track</u> <i>New Hexavalent Chromium Standard</i> Jim England , Senior Account Representative, 3M Company – Overland Park, KS



→ **Management Track**
Assessing the Performance of Your Safety Program
Jim Riddle, Senior Loss Control Consultant, Lockton Companies – Kansas City, MO

→ **Medical Track**
Student Presentations
Moderator – Dr. Michael Jorgensen, Ph.D., Wichita State University – Wichita, KS
Scaffolding Setup Efficiency and Safety at Boeing Aircraft Company
Larry Randle Jr., Wichita State University – Wichita, KS
Lead (Pb) Exposures in Public Service
Tim Weil, Central Missouri State University – Warrensburg, MO

Safety Track
The “States” of Emergency
Gary Higbee, CSP, EMBA, Senior Safety Consultant, Safestart/Higbee & Associates – Belleville, ONT

2:30 p.m. **Break**

2:45 p.m. **Workshops**
50 min.

→ **Boiler Track**
New Boiler Safety Control Technologies
Rick Boers, BBA, Commercial & Industrial Combustion Control Specialist, Honeywell – Englewood, CO

→ **Fire/Public Sector Track**
Fire Department Operational Safety: Case Studies
Jeffery A. Hartle, CFPS, MIFireE, Vice President, Skillful Means, Inc. – Knob Noster, MO

→ **Industrial Hygiene Track**
Environmental, Health & Safety Aspects of Nanotechnology
Dr. Olga B. Koper, Vice President, Technology & Technical Services, NanoScale Materials, Inc. – Manhattan, KS

→ **Management Track**
DOT Regulations and Company Vehicles – From the Perspectives of the Regulator and From the Private Company
Doug King Jr., Equipment Operations Manager, Sherwood Construction Co. – Wichita, KS
Dale Moore, Deputy Director, Transportation Division, Kansas Corporation Commission – Topeka, KS
Mike Hoeme, Director, Transportation Division, Kansas Corporation Commission – Topeka, KS

→ **Medical Track**
Burn Care for the Employer
Johanna Ricci, RN, Manager of Case Management, University of Kansas Medical Center – Kansas City, KS

→ **Safety Track**
DIG SAFELY In Kansas
Max Pendergrass, Public Relations Coordinator, Kansas One-Call – Wichita, KS

3:45 p.m. **Workshops**
60 min.

→ **Boiler Track**
Low Water Control Protection
Charles (Chuck) Wilson, Boilermaker President, Quality Control Manager, D.M. Wilson & Son – Topeka, KS
Charles Wilson III, Vice-President, Quality Control Inspector, D.M. Wilson & Son – Topeka, KS

→ **Fire/Public Sector Track**
What does OSHA Have to Do With Fire Protection Anyway?
Steve Dryden, PE, CSP, Director of Engineering, Poole Fire Protection – Olathe, KS

→ **Industrial Hygiene Track**
VPP Panel Discussion
Mike Pendergrass, Corporate Director Safety, Superior Industries International, Inc. – Pittsburg, KS
Dave McDonnell, OSHA – Wichita, KS

→ **Management Track**
DOT Regulations and Company Vehicles – From the Perspectives of the Regulator and From the Private Company (Continued)
Doug King Jr., Equipment Operations Manager, Sherwood Construction Co. – Wichita, KS
Dale Moore, Deputy Director, Transportation Division, Kansas Corporation Commission – Topeka, KS
Mike Hoeme, Director, Transportation Division, Kansas Corporation Commission – Topeka, KS

→ **Medical Track**
Avian Influenza Update
Nina Shik, RN, MSN, CIC, Infection Control Manager, University of Kansas Hospital – Kansas City, KS

→ **Safety Track**
Hazard Mapping
Mike Weibel, Training Coordinator, Goodyear Tire and Rubber – Topeka, KS

4:55 p.m. **Exhibitor Reception – Time to Network**

DAY TWO – Wednesday, October 4

7:00 a.m. **Registration**

7:30 a.m. **Continental Breakfast**

7:50 a.m. **Welcome**
Steve Zink, CSP, Director, KDOL, Division of Industrial Safety and Health – Topeka, KS

8:00 a.m. **General Session**
90 Min.
CHANGING THE SAFETY CULTURE AT FRITO-LAY: How We’re Doing It and What’s Working for Us
Tom Jacob, CSP, Director, Operations Safety, Frito-Lay – Plano, TX

9:30 a.m. **Break**



10:00 a.m.
50 min.

Workshops

- **Boiler Track**
Hot Water Heating Boilers and Their Uses
Kent Mowe, Vice President of Kansas City Branch, Blackmore and Glunt – Lenexa, KS
- **Fire/Public Sector Track**
Are You NIMS (National Incident Management System) Compliant?
Todd Beck, Goodyear Fire Department, Captain/Instructor, Goodyear Tire & Rubber – Topeka, KS
Roger Flott, Goodyear Fire Department, Goodyear Tire & Rubber – Topeka, KS
- **Industrial Hygiene Track**
Pandemic Flu
Dr. Howard Rodenberg, Director of Health and State Health Official, KS Dept. of Health and Environment – Topeka, KS
- **Management Track**
Employee Driving Issues
Dr. Paul Atchley, Associate Professor, University of Kansas, Department of Psychology – Lawrence, KS
- **Medical Track**
Cumulative Trauma Disorders
Frederick A. Buck, D.O., FAADEP, Director, KU Midwest Occupational Health Clinic – Shawnee, KS
- **Safety Track**
Technology & Safety – Working Together
Brenda Craig, President, Craig Safety, Inc. – Lenexa, KS

11:00 a.m.
60 min.

Workshops

- **Boiler Track**
Construction of ASME Section I and Section IV Scotch Marine Boilers
Michael Kalish, Quality Control Manager, Superior Boiler Works, Inc. – Hutchinson, KS
- **Fire/Public Sector Track**
Are You NIMS (National Incident Management System) Compliant? (Continued)
Todd Beck, Goodyear Fire Department, Captain/Instructor, Goodyear Tire & Rubber – Topeka, KS
Roger Flott, Goodyear Fire Department, Goodyear Tire & Rubber – Topeka, KS
- **Industrial Hygiene Track**
Katrina Relief Health Effects
Helen Cook, Industrial Hygienist, Kansas Department of Labor, Industrial Safety and Health – Topeka, KS
- **Management Track**
How I Wear My Hats: Advice, Stories and Commiseration from Multiple Hat Wearers
Walter Marroquin, Administrator, Human Resources and Safety, Wildcat Construction – Wichita, KS
Paul Shaw, HSE and Facilities Leader, Honeywell – Wichita, KS

→ **Medical Track**

Methamphetamine Awareness

David Hutchings, Senior Special Agent, Kansas Bureau of Investigation – Topeka, KS

→ **Safety Track**

Emergency Preparedness Planning – What We Learned on 9/11

John Jureisc, MS, CPP, CHCM, Senior Loss Control Consultant, The Hartford Insurance Group – Andover, KS

12:00 p.m.
90 min.

Conference Luncheon

Performance by Topeka High Marine ROTC, Drill Team – Topeka, KS

1:30 p.m.
60 min.

Workshops

- **Boiler Track**
Hot Water System Design and New Boiler Types
Tim Powell, Vice President/Capital Equipment Manager, Hughes Machinery – Overland Park, KS
- **Fire/Public Sector Track**
Hazardous Waste and Emergency Response Standard (29CFR1910.120)
Mike Weibel, Training Coordinator, Goodyear Tire and Rubber – Topeka, KS
- **Industrial Hygiene Track**
Complying with the BloodBorne Pathogen Standard
Lynelle Stranghoner, Industrial Hygienist, Kansas Department of Labor, Industrial Safety and Health – Topeka, KS
- **Management Track**
HAZCOM for Supervisors
Carter H. Moser, Trainer, iSi (Integrated Solutions, Inc.) – Wichita, KS
- **Medical Track**
Ocular Emergencies and the Red Eye
Mark Bettencourt, O.D., Optometrist, Bettencourt Eye Care – Wamego, KS
- **Safety Track**
OSHA Recordkeeping
Dave McDonnell, OSHA – Wichita, KS

2:30 p.m.

Break

2:45 p.m.
to

4:45 p.m.
2 hours

Closing General Session

Emergency Management – What We Have Learned Since 9/11

Randy Mettner, KS Dept. of Emergency Management – Topeka, KS

Paula Phillips, Douglas County Dept. of Emergency Management – Lawrence, KS

Jeff Harper, Clarence Kelly & Associates – Lawrence, KS

5:00 p.m.

Conference Committee Meeting



DAY THREE – Thursday, October 5

Professional Development Classes

8:00 a.m.
to

4:00 p.m.

Boiler Safety Training

Don Jenkins, Chief State Boiler Inspector, KDOL, Division of Industrial Safety and Health – Topeka, KS

Doyle Stone, Deputy State Boiler Inspector, KDOL, Division of Industrial Safety and Health – Topeka, KS

Dave Sutheimer, Deputy State Boiler Inspector, KDOL, Division of Industrial Safety and Health – Topeka, KS

Mitch Whisman, Special Risk Engineer Supervisor, Hartford Steam Boiler Insurance – Bonner Springs, KS

Chuck Wilson, President/Quality Control Manager, D.M. Wilson & Son – Topeka, KS

8:00 a.m.
to

5:00 p.m.

10 Hour – Construction Safety Outreach Training Program

Aaron Beavers, Industrial Hygienist, KDOL, Division of Industrial Safety and Health – Topeka, KS

Dennis Burk, Safety Consultant, KDOL, Division of Industrial Safety and Health – Topeka, KS

Herbert “Herb” Holmberg, Safety Consultant, KDOL, Division of Industrial Safety and Health – Topeka, KS

Mike Phillips, Safety Consultant, KDOL, Division of Industrial Safety and Health – Topeka, KS

8:00 a.m.
to

5:00 p.m.

10 Hour – General Industry Safety and Health Outreach Training Program

Ken Bieker, Safety Consultant, KDOL, Division of Industrial Safety and Health – Topeka, KS

Deborah Grow, Safety Consultant, KDOL, Division of Industrial Safety and Health – Topeka, KS

John Kruzel, Safety Consultant, KDOL, Division of Industrial Safety and Health – Topeka, KS

Lynelle Stranghoner, Industrial Hygienist, KDOL, Division of Industrial Safety and Health – Topeka, KS

8:00 a.m.
to

5:00 p.m.

Safety for Spanish Speaking Employees

A panel of speakers consisting of technical advisors and interpreters.

8:00 a.m.
to

5:00 p.m.

Ground Hazardous Materials Transportation (DOT) Awareness

David Cosloy, CHMM, EMT, Instructor, Integrated Solutions, Inc. – Wichita, KS.

1:00 p.m.
to

5:00 p.m.

Ground Hazardous Materials Transportation (DOT) Awareness Refresher

David Cosloy, CHMM, EMT, Instructor, Integrated Solutions, Inc. – Wichita, KS.

DAY FOUR – Friday, October 6

Professional Development Classes

8:00 a.m.
to

10:00 a.m.

10 Hour – Construction Safety Outreach Training Program (Continued)

8:00 a.m.
to

10:00 a.m.

10 Hour – General Industry Safety and Health Outreach Training Program (Continued)



EXHIBITORS!

Exhibit space sales for next year's conference begin in April 2007.

Contact Dena Ackors
at 785-296-4386 or

Dena.Ackors@dol.ks.gov

to get more information and increase
your ad exposure.



EMPLOYERS

How safe is your workplace? Schedule a
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Let us help you evaluate your workplace and
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No charge! And it's all confidential.

Contact Lisa Hoffman at 785-296-2251 or
Lisa.Hoffman@dol.ks.gov to find out more.



Continuing Education:

Health & Safety Objectives 2006

Identifying and Overcoming Barriers to Recovery After Injuries Sustained at Work

1. The participants will discuss barriers to recovery.
2. Participants will list solutions to these barriers.
3. Participants will discuss how personal and professional relationships affect recovery in work injury.

The Advantages of Implementing an Onsite Therapy Program

1. Participants will discuss ways that on site therapy helps with cost containment.
2. Participants will understand how these programs improve employee accountability.
3. Participants will identify how these programs can improve compliance and early return to work.

Student Presentations

1. Potential Lead Exposure in Public Safety Activities.
 - ★ Participants will identify potential areas of lead exposure and prevention.
2. Scaffolding Setup
 - ★ Participants will discuss how to safely construct scaffolding set ups to decrease the risk of injury.
3. Manufacturing/Maintenance of Large Aircraft.
 - ★ Participants will identify common hazards when working with large aircraft.

Burn Care for the Employer

1. Participants will discuss the physical and psychological impact that can come from a severe burn.
2. Participants will understand how burns are graded or classified.
3. Participants will identify who should treat catastrophic burn injuries.

Avian Influenza update

1. Participants will discuss how Avian Influenza will affect the workplace.
2. Participants will understand why Avian Influenza is more serious than other strains of influenza.
3. Participants will list ways to prevent transmission of Avian Influenza.

Cumulative Trauma Disorders

1. Participants will identify at least 2 types of cumulative trauma disorders.
2. Participants will discuss current treatment options for cumulative trauma.
3. Participants list possible preventative measures that can be taken to decrease cumulative trauma.

Methamphetamine Awareness

1. Participants will understand what Methamphetamine is.
2. Participants will discuss physical and behavioral changes a person may exhibit when using Meth.

3. Participants will learn what is being done to combat Methamphetamine use in Kansas.

Ocular Emergencies

1. Participants will define types of ocular emergencies.
2. Participants will identify what safety measure are needed to prevent ocular emergencies.
3. Participants will discuss what training is needed in the workplace to prevent eye injuries.

Emergency Preparedness Planning – What We Learned on 9/11

1. Participants will discuss why emergency preparedness prevents injuries.
2. Participants will identify who needs to be involved in emergency preparations.
3. Participants will understand where we are today compared to 5 years ago and what we still need to accomplish.

Story Musgrave

1. Participants will discuss what makes a successful team player.
2. Participants will identify how being a part of the team can promote a safer work environment.

Tom Jacobs

1. Participants will identify what steps are needed to facilitate change in the work place.
2. Participants will discuss ways to create a safer work environment with positive attitudes.

Scaffolding Setup

1. Participants will discuss how standardization of scaffolding systems reduce employee hazards.
2. Participants will list 2 ways to prevent employee injury or equipment damage by adhering to Osha and company guidelines.

Understanding Differences in Safety Perceptions Among Hispanic Workers

1. Participants will discuss differences in safety training in the USA Versus Mexico.
2. Participants will learn techniques to bridge the culture barrier and provide effective safety training for the hispanic worker.

Are you NIMS (National Incident Management System) Compliant?

1. Participants will learn lessons about what happens when you are not compliant.
2. Participants will learn how to make all team members work towards a safer work place and be on the same page.

New Hexavalent Chromium Standard

1. Participants will learn what Hexavalent Chromium is.
2. Participants will learn how this impacts them.
3. Participants will learn what industries are affected.
4. Participants will learn how they can be compliant.



Pandemic Flu

At the conclusion of this session, the participants will be able to:

1. Understand the role of immunity in the susceptibility of patients to influenza.
2. List high-risk groups for influenza vaccination, both in "seasonal" influenza and in a pandemic situation.
3. Explain how an influenza pandemic differs from the annual "seasonal" influenza.
4. Describe the main areas of focus in the Kansas Pandemic Influenza Plan.
5. Advise Patients on prevention and treatment measures for influenza.

Complying with the Bloodborne Pathogen Standard

1. Participants will learn the OSHA's Bloodborne Pathogen Standard.
2. Participants will learn the requirements of an Exposure Control Plan.
3. Participants will be assisted in identifying what elements of the standard will be required to implement at their facility.

10 Hour – Construction Safety Outreach Training Program

1. Participants will be introduced to OSHA hazard communications, personal protective equipment, fire protection, hand/power tools, electrical, scaffolding, floor/wall openings, stairways/ladders, material handling/cranes and excavations.
2. Trainers are authorized and students will receive course completion cards issued by OSHA.

10 Hour – General Industry Safety and Health Outreach Training Program

1. Participants will be introduced to OSHA walking surfaces, egress and fire protection, hazardous materials, machine guarding, electrical, hazard communication, lockout/tag-out, personal protective equipment and record keeping.
2. Trainers are authorized and students will receive course completion cards issued by OSHA.

REGISTRATION

Day/Dates

Tuesday & Wednesday, Oct. 3 & 4..... Two-Day Conference
Thursday, October 5..... Day One – Professional Development Classes
Friday, October 6..... Day Two – Professional Development Classes

Note: Special room rates available until September 4, 2006

Activities

Location

Capitol Plaza Hotel
1717 S.W. Topeka Boulevard
Topeka, Kansas 66612
Phone: 785-431-7200

Attendee(s) Information

1. Name: _____
Company Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ E-mail: _____
Company Name: _____
Job Title: _____
Name on name tag: _____

2. Name: _____
Company Address: _____
City: _____ State: _____ Zip Code: _____
Phone: _____ E-mail: _____
Company Name: _____
Job Title: _____
Name on name tag: _____

Event Disclaimer

Views expressed by speakers are not necessarily the views of the Kansas Department of Labor (KDOL). All speaker appearances are contingent upon availability. KDOL reserves the right to substitute or cancel speakers as needed.



Registration Selections

★ Conference Plus Professional Development Class (PDC)

Note: Options selected within this category include, the two-day conference, a PDC, meals, breaks, materials and functions. Supplemental PDCs are available at an additional cost (priced next to each) and are not available for purchase at the Early Full Registration rate.

- ☐ **Early Full Registration** (*received by Sept. 15) **(\$190)**
☐ **Full Registration (\$215)**

Select one of the following PDCs:

- ☐ Boiler Safety Training
☐ 10 Hour Construction Safety Outreach Program
☐ 10 Hour General Industry Safety and Health Outreach Training Program
☐ Safety for Hispanic Speaking Employees
☐ Ground Hazardous Materials Transportation (DOT) Awareness - **Supplemental (\$200)**
☐ Ground Hazardous Materials Transportation (DOT) Awareness Refresher - **Supplemental (\$150)**

★ Two-Day Registration (Does not include PDC)

Note: Includes meals, breaks, materials and functions.

- ☐ **Early Two-Day Registration** (*received by Sept. 15) **(\$155)**
☐ **Two-Day Registration (\$185)**

★ Single-Day Registration

Note: Includes meal, breaks materials and functions on the day selected.

- ☐ **Tuesday (\$95)**
☐ **Wednesday (\$95)**

★ Professional Development Class (PDC) Only:

Note: Classes selected within this category include breaks, and materials. Supplemental PDCs are available at an additional cost (priced next to each) and are not available for purchase at the Early PDC Registration rate.

- ☐ **Early PDC Registration** (*received by Sept. 15) **(\$40)**
☐ **PDC Registration (\$55)**

Select one of the following PDCs:

- ☐ Boiler Safety Training
☐ 10 Hour Construction Safety Outreach Program
☐ 10 Hour General Industry Safety and Health Outreach Training Program
☐ Safety for Hispanic Speaking Employees
☐ Ground Hazardous Materials Transportation (DOT) Awareness - **Supplemental (\$200)**
☐ Ground Hazardous Materials Transportation (DOT) Awareness Refresher - **Supplemental (\$150)**

* To receive a reduced rate, mailed registration must be postmarked and online registration must be entered by midnight September 15. Any selection containing a choice of Supplemental PDC is not included in reduced rates.

Special Needs - All reasonable attempts will be made to accommodate special needs. Needs can be written below or telephoned in advance to Dena Ackors at 785-296-4386. Persons who require special needs are encouraged to report them prior to the event.

Extra Meal(s) Tuesday and Wednesday

- ☐ Continental Breakfast - Tues. @ \$10 each = \$ _____
☐ Continental Breakfast - Wed. @ \$10 each = \$ _____
☐ Lunch - Tues. @ \$21 each = \$ _____
☐ Lunch - Wed. @ \$21 each = \$ _____

Payment Selection

Payment is due when registration is submitted. Make checks and money orders payable to the Kansas Safety and Health Conference. Mail to: Kansas Safety and Health Conference
800 SW Jackson, Suite 1500
Topeka, KS 66612-1200

Registration Alert!

Save 10% when registering three or more persons at the same time. This offer is valid only if all registrations are mailed together and payment is made using a single Visa or MasterCard. Offer does not include a discount on extra meal purchases.

☐ **Check/Money Order** (KDOL FEIN is 48-6029925).

☐ **Interfund Voucher** - This selection is available to Kansas state agencies only. Payment must be made within SOKI. Deduct 10 percent prior to making SOKI payment if registering three or more employees at the same time. (KDOL agency number is 296-000000-00).

☐ **MasterCard or Visa.** We encourage you to use our Web site at www.dol.ks.gov/wc/html/shconfer_DBR.html and select online registration.

If you choose to mail credit card payment complete the following: ☐ MasterCard ☐ Visa

16-digit card number and 4-digit expiration date:

Print the name of the cardholder (as shown on the card):

Total Amount Enclosed: \$ _____

Refund Policy

A request for refund must be made in writing and received two weeks prior to the event. Businesses must include their company's Federal Employer Identification Number. Individuals must include their Social Security Number. A \$25 processing fee will be deducted from all refunds.